



**State of Hawaii
Department of Health
Disease Outbreak Control Division
Downtown, Oahu**

Public Health Administrative Officer V
\$4,062 monthly

The Public Health Administrative Officer V will manage the operational details; provide guidance and advice to branches through implementation of administrative plans, policies, procedures and evaluation; and serve as liaison with other offices and agencies.

Minimum Qualification Requirements

EDUCATION: A bachelor's degree from an accredited four-year college or university.

Excess work experience of the types and quality described below, or any other progressively responsible professional or analytical work experience which provided knowledge, skills and abilities comparable to those acquired in four years of successful study while completing a college or university curriculum leading to a baccalaureate degree may be substituted on a year-for-year basis.

GENERAL EXPERIENCE: One and one-half years of business administration, public administration, or other responsible experience which required a high degree of analytical skill (e.g., management analysis, budget analysis, program analysis) and which involved evaluating and improving elements such as managerial policies, systems, work methods and practices, personnel needs and utilization, and quality of services rendered, of an operating program.

SPECIALIZED EXPERIENCE: Two years of administrative and/or analytical experience of the type and quality described in General Experience above involving or directed at a public health program which demonstrated that the applicant possesses knowledge of public health programs, plans, policies, procedures, etc.

SUBSTITUTION ALLOWED: A master's degree in public health administration, public administration, or business administration from an accredited college or university may be substituted for one year of the required General Experience.

Who May Apply

Citizens, permanent resident aliens, or nationals of the United States; and non-citizens with unrestricted employment authorization from the U.S. Immigration & Naturalization Service.

How to Apply

Apply online at <http://bit.ly/HIjobs>. Recruitment Number [211063](#), continuous until needs are met.

Other Information

For additional information, you may call 808-587-6599.